

## CHILD NUTRITION SERVICES ASSISTANT I

### DEFINITION

Under general supervision, oversee and perform daily food service activities including receiving, storing, preparation, production, and serving of foods at assigned site; assist in maintaining food service facilities, equipment and utensils in a clean and sanitary condition; operate point of sale system for sales recordkeeping; comply with mandated health and school nutrition regulatory requirements; perform other related work as assigned and/or required.

### ESSENTIAL FUNCTIONS

Participate in the preparation of food service activities and monitor equipment, supplies and items needed for daily use at the site; participate in all phases of kitchen operations; assist with and perform functions in preparing, packaging, cooking, cleaning, serving, and operating the point of sale recordkeeping system; serve students and participate in service line set up and presentation; assist in maintaining a safe food production and service environment, to include cleaning, rinsing and sanitizing countertops and kitchen equipment; break down boxes and discard them where applicable; record refrigeration, storage and production temperatures to ensure quality control and food safety; assist in maintaining inventory control; assist with food service duties for approved special events and assist in food service programs to community groups, parents, students, and district personnel; attend and complete federal regulatory school nutrition professional development training requirements; attend meetings as required; perform other duties as assigned.

### EMPLOYMENT STANDARDS

#### KNOWLEDGE AND ABILITIES

##### Knowledge of:

Basic methods of preparing and serving foods in large quantities;  
Sanitation and safety practices and procedures;  
Standard food service supplies, appliances and equipment;  
Basic computer skills for utilizing the point of sale system;  
Basic arithmetic, record keeping, money handling and inventory procedures.

##### Ability to:

Safely operate and maintain a variety of food service equipment;  
Understand and follow oral and written directions;  
Work in an organized fashion to meet regular schedules and frequent deadlines;  
Communicate effectively with student population;  
Understand and follow all HACCP Standard Operating Procedures;  
Establish and maintain an effective working relationship with those contacted in the course of work;  
Relate effectively with racially and ethnically diverse staff, students, and community.

#### EDUCATION AND EXPERIENCE

##### Education:

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above. Equivalent to the completion of twelfth grade desirable.

##### Experience:

Working in quantity food preparation, service and facility maintenance in a commercial, institutional, or school food facility is preferred.

License/Certificates:

Valid San Bernardino County food handler card or Servsafe Manager certificate.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

Strength:

Moderately heavy work – lifting and/or carrying of objects weighing up to 50 pounds. Physical dexterity in limbs and digits to operate hand and power-driven kitchen appliances and equipment. Ability to bend, stoop, grasp, push, pull and reach. Reaching overhead, above shoulders and horizontally.

Working Conditions:

Regularly work in variable indoor and outdoor conditions; extended periods of standing and/or walking and work in areas of variable temperature conditions. Regular exposure to knives, slicers, cleaning agents and pesticides. Heat from cooking equipment, cold from walk-in refrigerators and freezers. Exposure to very hot foods, equipment and metal objects.

Pre-placement Physical: Class I